

## Senior Leadership Team minutes

### Monday 24 July 2017

#### Members

Elizabeth Denham (chair)	Information Commissioner
Paul Arnold	Deputy Chief Executive Officer
James Dipple-Johnstone	Deputy Commissioner (Operations)
Simon Entwisle	Chief Operating Officer
Steve Wood	Deputy Commissioner (Policy)

#### Attendees

Richard Marbrow	Group Manager Corporate Governance
Robert Parker	Head of Corporate Affairs
Michael Collins	Head of Organisational Development (agenda item 3 and 4)

#### Secretariat

Peter Bloomfield	Senior Corporate Governance Manager
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### 1. Introductions and apologies

There were no introductions or apologies.

### 2. Matters arising from the previous meeting

#### Minutes

The minutes of the previous meeting were agreed with minor amendment. The proposed publication of minutes and papers was also agreed.

#### Actions and decisions

Action points were updated.

### 3. Pay options

#### Issue

Mike Collins advised that the DCMS had agreed the 2017 pay remit. He introduced options for the detailed settlement to be negotiated

with trade unions. The recommended option reflected the approach taken in previous years.

The options paper was to be shared with trade union side with the aim of informing negotiations. It was hoped that the pay award could be reflected in September salaries.

#### Decision

Senior Leadership Team agreed the proposal to be put to trade unions.

#### Actions

Paul Arnold to take forward the pay negotiations with trade union side.

### 4. People strategy update

#### Issue

Paul Arnold introduced the strategy update prior to it coming to Management Board. It has been discussed at the DCEO Steering Group.

Senior Leadership Team provided feedback on the paper prior to its finalisation for Management Board.

#### Decision

Senior Leadership Team supported the paper subject to comments made.

### 5. Operation Cederberg

#### Issue

Steve Wood introduced the paper detailing options for strategic support for operation Cederberg.

#### Decision

The recommended option two was agreed.

#### Actions

Richard Marbrow to review the paper and how it presents the option chosen with the aim of communicating the decision to staff in the near future.

## 6. DCEO Business plan update

### Issue

Paul Arnold introduced his directorate's business plan. It will be included in the Management Board pack.

It was noted that increased GDPR work was having a slight impact on service delivery targets. The introduction of new IT this quarter would help manage increased demand.

## 7. Any other business

### **Update on certification**

Steve Wood updated the team on the re-orientation of ICO work on certification towards an ICO Privacy Management Framework. Both communications and resources were discussed.

### **SLT planning day**

Paul Arnold confirmed that the Senior Leadership Team planning event would take place on the 15 September.

### **Accommodation**

There was an update on accommodation.

### **High profile cases**

The handling of high profile cases was discussed and Richard Marbrow was to bring a paper to Senior Leadership Team on the matter.